

**Ravalli County Planning Board
Meeting Minutes for August 20, 2008
3:00 p.m.
Commissioners Meeting Room, 215 S. 4th St., Hamilton, MT 59840**

Public Meeting

Discussion and Decision on recommendation to BCC regarding Planning Board bylaws, rules, and procedures

This is a summary of the meeting, not a verbatim transcript. A CD of the meeting may be purchased from the Planning Department for \$5.00.

1. Call to order

Lee called the meeting to order at 3:00 p.m.

2. Roll Call (See Attachment A, Roll Call Sheet)

(A) Members

Mary Lee Bailey (present)
Dale Brown (absent-unexcused)
John Carbin (present)
Jim Dawson (excused)
Ben Hillicoss (excused)
Dan Huls (excused)
JR Iman (present)
Lee Kierig (present)
Chip Pigman (present)
Les Rutledge (present)
Jan Wisniewski (present)

Park Board Representative: Bob Cron (present)

(B) Staff

John Lavey

3. Approval of Minutes

Lee asked if there were any corrections or additions to the minutes from July 16, 2008 and August 6, 2008.

There were none.

4. Amendments to the Agenda

There were none.

5. Correspondence

There was none.

6. **Disclosure of Possible/Perceived Conflicts**

There were none.

7. **Public Meeting**

(A) Discussion and Decision on recommendation to BCC regarding Planning Board bylaws, rules, and procedures

JR motioned that the Planning Board adopt Robert's Rules as their guide for running meetings.

Marylee seconded the motion.

A voice vote was called; the members voted (7-0) to approve the motion.

Jan made a motion to use the second edition of "Robert's Rules in Plain English" by Doris Zimmerman should the Board need interpretation on any Robert's Rules.

JR seconded the motion.

A voice vote was called; the members voted (7-0) to approve the motion.

Chip made a motion that the Parks Board member should be allowed to vote.

Marylee seconded the motion.

A voice vote was called; the members voted (7-0) to approve the motion.

Lee asked if five minutes was a sufficient amount of time for each member to talk.

Chip responded that five minutes seemed enough. He added that, if it were necessary, the president could allow additional time to members.

Les asked why Article X, Section B was included in the bylaws, as it seemed more like an administrative item for the Planning Department.

John Lavey replied that its purpose is to serve as a reminder to Board Members about the criteria the Planning Department uses to determine whether a proposed subdivision should be heard by the whole Planning Board.

Les made a motion that Article X, Section B of the draft Bylaws be stricken.

The motion died for lack of a second.

Marylee made a motion to include Article IX(A)(7) as proposed by staff, Article X(D)(4)(a) as proposed by staff, Article XI(A) as proposed by staff, and the last sentence in Article XII(B) as proposed by staff.

John Carbin seconded the motion

Lee asked if there was any further discussion on the motion.

JR motioned to amend the original motion by removing the last sentence in Article XII(B) from consideration.

Chip seconded the amended motion

A voice vote was called; the members voted (6-1) to approve the amendment to the motion.

Lee then asked if there was any other discussion. Hearing none, he called for the vote.

A voice vote was called; the members voted (7-0) to approve the original motion.

Chip made a motion to strike the last sentence in Article XII(B).

John Carbin seconded the motion.

A voice vote was called; the members voted (7-0) to approve the motion.

Lee noted that even though the bylaws as written allow for outside communication between Planning Board members, a quorum of Board members should never meet outside the context of a regularly scheduled meeting.

JR motioned that the last sentence in Article V(A)(1) should be amended to read: "All members shall be voting members."

Marylee seconded the motion.

A voice vote was called; the members voted (7-0) to approve the motion.

JR made a motion to accept the bylaws as amended today, and forward the bylaws as amended to the BCC with a recommendation that the BCC approve the bylaws as amended.

Chip seconded the motion.

A voice vote was called; the members voted (7-0) to approve the motion.

8. Communications from Staff

(A) Planning Board members appointed to review committee for subdivision RFQ

John Lavey said that on Tuesday, August 19 the Commissioners had opened the packets of consultants who had responded to the County's RFQ. There are five applicants overall: PCI, Territorial-Landworks, WGM Group, WWC Engineering, and Ron Uemura. The Commissioners are establishing a board to review the proposals and had recommended that Chip Pigman and Ben Hillicoss participate on the review board.

Chip said that he had received an email earlier from one of the Commissioners, and had agreed to participate on the review committee. Chip added that Ben Hillicoss is currently out of town, which is why we didn't hear from him.

9. **Communications from Public**

There was none.

10. **Communications from The Board**

There was none.

11. **New Business**

There was none.

12. **Old Business**

13. **Next Regularly Scheduled Meeting: September 3, 2008 at 7:00 PM**

14. **Adjournment**

Lee adjourned the meeting at 5:00 PM.